

LAND SURVEYORS SECTION MEETING

MINUTES

The Land Surveyors Section of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on August 9, 2006, at the Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia, with the following members present:

John R. McAden
Nancy E. McIntyre
W. R. Stephenson, Jr.

Staff present for all or part of the meeting were:

Jay W. DeBoer, Director
David Ashe, Chief Deputy
Mark N. Courtney, Executive Director
Marian H. Brooks, Program Administrator
Sharon Sweet, Director of Examinations
Earlyne Perkins, Legal Analyst
Michelle Gowen, Administrative Assistant

No representative was present from the Office of the Attorney General.

Mr. Stephenson, Chair, called the meeting to order at 9:02 a.m.

Call to Order

The Section members agreed by consensus to approve the agenda as written.

**Approval of
Agenda**

Public Comment Period – No comments were made to the Section members.

Public Comment

Mr. Stephenson turned the position of Chair over to Ms. McIntyre and recused himself from the meeting.

**Transfer of
Chair**

Regarding **File number 2006-04100**, Michael Lee Flynn, the Section members reviewed the Consent Order as seen and agreed to by Mr. Flynn. Mr. McAden moved to recommend that the Board accept the Consent Order which cites the following violations of the Board's 2002 regulations: 18 VAC 10-20-370.C.4 (Count 1); 18 VAC 10-20-370.D.2.c, 18 VAC 10-20-370.D.2.k, and 18 VAC 10-20-370.D.2.m (Count 2). For these violations Mr. Flynn agrees to a \$250.00 monetary penalty for the violation contained in Count 1 and a \$200.00 monetary penalty for the violations

**File Number
2006-04100,
Michael Lee
Flynn**

contained in Count 2 as well as \$150.00 in Board costs. Ms. McIntyre seconded the motion which was unanimously approved by members: McAden and McIntyre. As the reviewing Board member Mr. Stephenson was not present during the discussion or vote.

Regarding File Number 2006-01836, Woodrow Wesley Perkins, the Section members reviewed the Consent Order as seen and agreed to by Mr. Perkins. Mr. McAden moved to recommend that the Board accept the Consent Order which cites the following violations of the Board's 2002 regulations: 18 VAC 10-20-370.D.1 (Count 1) and 18 VAC 10-20-370.D.2.C (Count 2). For the violations Mr. Perkins agreed to a \$250.00 monetary penalty for the violation contained in Count 1 and a \$100.00 monetary penalty for the violation contained in Count 2 as well as \$150.00 in Board costs. Ms. McIntyre seconded the motion which was unanimously approved by members: McAden and McIntyre. As the reviewing Board member Mr. Stephenson was not present during the discussion or vote.

File Number
2006-01836,
Woodrow
Wesley Perkins

Mr. Stephenson returned to the meeting and resumed the position of Chair.

Transfer of
Chair

Regarding File Number 2005-03624, Archie J. Dodson, Jr., the Section members reviewed the Consent Order as seen and agreed to by Mr. Dodson. Ms. McIntyre moved to recommend that the Board accept the Consent Order which cites a violation of 18 VAC 10-20-790.A.3 of the Board's 2002 regulations. For this violation Mr. Dodson agrees to a \$500.00 monetary penalty as well as \$350.00 in Board costs. Mr. Stephenson seconded the motion which was unanimously approved by members: McIntyre and Stephenson. As the reviewing Board member Mr. McAden was not present during the discussion or vote.

File Number
2005-03624,
Archie J.
Dodson, Jr.

Mr. Stephenson reviewed the surveyor certificate program that is being developed at Tidewater Community College. The Section members indicated that the education level of graduates of this program, if the program is implemented, would most likely be considered under subsection 5 of regulation 18 VAC 10-20-300.

Discussion of
Surveyor
Certificate
Program at
Tidewater
Community
College

Sharon Sweet, Director of Examinations, spoke to the Section members regarding the contract with PCS to develop the state specific photogrammetry examination. Ms. Sweet informed the Section members of the examination workshops needed in order to develop the examination. Ms. McIntyre moved to approve the plan presented by staff with the

Discussion of
State Specific
Photogrammetry
Examination

amendment that the first workshop be held in Williamsburg in conjunction with the VAS annual meeting. Mr. McAden seconded the motion which was unanimously approved by members: McAden, McIntyre, and Stephenson.

Mr. Stephenson requested that the questions for the October surveyor examination be sent out to the Section members in September for ample time to review before the examination.

**Discussion of
Review of
Questions for
the October
Examination**

Mr. Courtney provided the Section members with a handout and noted that the item will be on the September 7, 2006, APELSCIDLA Board meeting agenda for discussion. After review and discussion, the Section members concurred with the recommended interpretation provided by staff.

**Discussion of
Sealing of
Professional
Work by
State/Local
Government
Employees**

The Section members reviewed a letter dated July 13, 2006, from Charles F. Dunlap, Senior Project Manager of Walter L. Phillips, Inc., regarding the sealing and signing of certain work in Fairfax County for zoning land use applications. The Section members requested that this matter be placed on the September 7, 2006, APELSCIDLA Board agenda for review by the Board.

**Discussion of
Professional Seal
and Signature
Under 18 VAC
10-20-760**

Mr. Stephenson and Mr. Courtney reviewed and discussed the topics addressed at the NCEES NE Zone meeting held in March in Charleston, West Virginia.

**Report from
NCEES NE
Zone Meeting**

The Section members briefly discussed possible locations for the 2009 NCEES NE Zone Meeting as well as the commitment necessary from staff.

**Discussion of
2009 NCEES NE
Zone Meeting to
be Held in
Virginia**

They were provided with various memorandums and notices from NCEES.

**Review
Information
from NCEES**

Mr. Courtney provided the Section members with the following proposed 2007 meeting dates for the Land Surveyors Section: Thursday, February 15, 2007; Thursday, May 24, 2007; Thursday, August 16, 2007 and

**Set 2007
Meeting Dates**

Thursday, November 8, 2007. Ms. McIntyre moved to adopt the proposed meeting dates. Mr. McAden seconded the motion which was unanimously approved by members: McAden, McIntyre, and Stephenson.

Ms. McIntyre moved to nominated W. R. "Steve" Stephenson as Chair of the Land Surveyor's Section for the term from July 1, 2006, to June 30, 2007. Mr. McAden seconded the motion which was unanimously approved by members: McAden, McIntyre, and Stephenson.

**Election of
Officers**

The Section members were updated on the status of the CPE regulations.

Other Business

Mr. Courtney discussed some application review issues with the Section members and possible resolutions for the issues.

Mr. Courtney informed the Section members that the NCEES missing examination books matter had been resolved and the APELSCIDLA Board would need to ratify the agreement between the Department and NCEES at its next meeting on September 7, 2006.

Mr. Courtney reminded the Section members that Mr. Stephenson would not be able to attend the Section meeting in November.

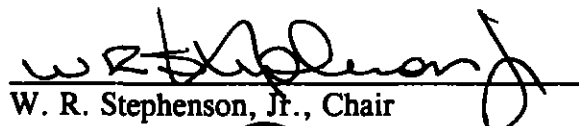
Mr. Courtney reminded the Section members of the APELSCIDLA Board meeting on September 7, 2006 at 9:00 a.m.

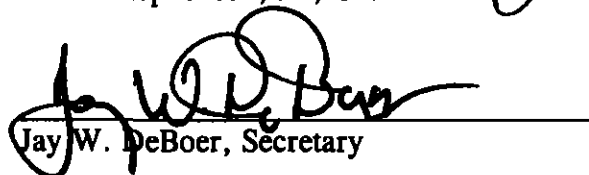
Conflict of Interest forms were completed by all members present.

**Conflict of
Interest Forms**

There being no further business, the meeting was adjourned at 11:20 a.m.

Adjourn


W. R. Stephenson, Jr., Chair


Jay W. DeBoer, Secretary

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: W. R. Stephenson, Jr.
2. Title: Member
3. Agency: Land Surveyors Section
4. Transaction: Section Meeting on August 9, 2006
5. Nature of Personal Interest Affected by Transaction: _____

6. I declare that:

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

W R Stephenson Jr
Signature

8/09/06
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: John R. McAden
2. Title: Member
3. Agency: Land Surveyors Section
4. Transaction: Section Meeting on August 9, 2006
5. Nature of Personal Interest Affected by Transaction: Surveying
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6. I declare that:

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

Land Surveyors

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

John R. McAden
Signature

8-9-06
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Nancy E. McIntyre
2. Title: Member
3. Agency: Land Surveyors Section
4. Transaction: Section Meeting on August 9, 2006
5. Nature of Personal Interest Affected by Transaction: _____

6. I declare that:

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

LAND SURVEYORS

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

✓ Nancy E. McIntyre
Signature

8/9/06
Date